
INDIANA COMMISSION ON PROPRIETARY EDUCATION*Board of Commissioners Meeting Memorandum*

Date: March 10, 2009

From: Ross Miller, Director of Regulatory Compliance

**Subject: BROWN MACKIE COLLEGE – FORT WAYNE & MERRILLVILLE
NEW DEGREE APPLICATIONS**

Staff Recommendation

The Commission staff does not have a recommendation at this time. Further information from Brown Mackie College is to be submitted after the time of agenda publication. Forthcoming information from Brown Mackie College will either be in support of the transferability of the resubmitted Associate of Science degree programs; or alteration of the programs to be Associate of Applied Science degree programs. The Associate of Science degree applications submitted are:

(A.S.) Dietetics Technology

-Fort Wayne

-Merrillville

(A.S.) Health and Fitness Training

-Fort Wayne

-Merrillville

Background Information

Brown Mackie College submitted two Associate of Science degree programs for the December 2008 Commission meeting for approval. The two programs, Dietetics Technology, and Health and Fitness Training, are identical to the current degree applications.

The Board of Commissioner's voted to table action on the Dietetics Technology, and Health and Fitness Training Degree Applications at the December 2008 meeting. Brown Mackie College Fort Wayne and Merrillville were given the option to re-submit the two Associate of Science degree applications with supporting documentation of where and how those degrees may articulate. As an alternative, Brown Mackie College Fort Wayne and Merrillville were also given the option to change the two degree programs to meet the criteria to be approved as Associate of Applied Science degrees. Associate of Applied Science degree programs provide a minimum of 75% of courses in the specialty.

The Accrediting Commission for Independent Colleges and Schools (ACICS) accredits each of the Brown Mackie college campuses in Indiana.

The Associate of Science Dietetics Technology program at Brown Mackie College Fort Wayne campus includes 96 quarter credit hours total. The specialty, labeled "concentration" includes 48 credit hours; general education/liberal arts, labeled "core curriculum" includes 48 credit hours.

The Associate of Science Dietetics Technology program at Brown Mackie College Merrillville campus includes 96 quarter credit hours total, with 52 credit hours (54%) in the specialty.

The Associate of Science Health and Fitness Training program at Brown Mackie College Fort Wayne includes 96 quarter credit hours total, with 48 credit hours (50%) in the specialty.

The Associate of Science Health and Fitness Training program at Brown Mackie College Merrillville campus includes 96 quarter credit hours total, with 52 credit hours (54%) in the specialty.

The faculty included with the application meets the criteria as stipulated in IC 570 IAC 1-10.1-4.

Supportive Documentation

1. Degree Applications
2. Instructor Qualification Record Forms

February 24, 2009

Claudia Braman, Commissioner
State of Indiana
Commission on Proprietary Education
302 West Washington Street
Room E201
Indianapolis, IN 46204-2767

Re: Letter of December 11, 2008 concerning AS in Dietetics Technology and AS in Health and Fitness Training.

Dear Ms. Braman;

Thank you for your letter of December 11, 2008, in which the Commission approved our new degree program, Associate of Science - Office Management.

In the second paragraph of the letter you informed us that the commission has tabled our requests for approval to grant Associate of Science degrees in Dietetics Technology and Health & Fitness Training with the following direction:

"The school will decide prior to that date whether they will expand these programs and explain where and how they can articulate, or change the requests to reflect an associate of applied science degree designation."

I would respectfully ask the commission to review the State of Indiana Code that dictates the terms and conditions for awarding the associate degrees. Specifically Indiana Code 570 IAC 1-10.1-4-2 states:

"(2) Associate in Arts or Associate in Science. The Associate in Arts or the Associate in Science degree has the same requirements as those specified for the Associate degree in general. The intent of the Associate in Arts or the Associate in Science degree is that such a degree may be a terminal or a transfer award. The curriculum shall be comprised of a minimum of 50% in the specialty. At least 35% of the remaining courses shall be in the liberal arts. (This requirement applies to the minimum levels of 96 quarter, 64 semester, or 960 clock hours. Programs of longer duration shall not be required to increase the liberal arts component beyond these minimum requirements.)"

I have enclosed a complete copy of Indiana Code 570 IAC 1-10 for the commission's review and would ask that you have the staff review it to make sure I have referenced the most current version of the law.

Where as;

1. the proposed curriculum that was submitted by Brown Mackie College – Fort Wayne to the Commission for both the Associate of Science - Dietetics Technology and Associate of Science - Health & Fitness meet the curriculum requirements of the aforementioned Indiana Code 570 IAC 1-10.1-4-2 and;
2. as Indiana Code 570 IAC 1-10.1-4-2 stipulates that an AS degree can be terminal in nature (meaning that the program is not required to articulate into a Bachelor of Science degree program),

we respectfully request that the Commission approve the applications as submitted at the December 11, 2008 meeting.

Thank you for your time and attention to the matter, and I am readily available to you should you have any questions about our applications or need us to re-submit the materials.

I look forward to seeing you again at the next quarterly meeting in March.

Sincerely,

A handwritten signature in black ink that reads "Jim Bishop". The signature is fluid and cursive, with the first name "Jim" and last name "Bishop" clearly distinguishable.

Jim Bishop
President
Brown Mackie College – Fort Wayne

cc: Ross Miller, ICOPE

570 IAC 1-10.1-4 Associate degrees

Authority: IC 20-12-76-13

Affected: IC 20-12-76-26; IC 20-12-76-26

Sec. 4. Associate Degrees. An Associate Degree may be awarded by an accredited institution to a student who has successfully completed an approved course of study comprised of a minimum of:

- (A) 96 Quarter hours; or
- (B) 64 Semester hours; or
- (C) 960 Clock hours.

(1) Associate of Applied Science. This award is conferred upon a student who has successfully completed an approved course of study in a vocational program. The objectives of the program should emphasize the fact that the end result of the training shall be that the graduate possesses those job skills required for entry level employment in the specialty. The curriculum shall provide for a minimum of 75% in the specialty. This requirement applies to the minimum of 96-quarter hours, 64 semester hours, or 960 clock hours. This degree does not require the inclusion of general studies courses, but general studies courses may be a part of the program.

(2) Associate in Arts or Associate in Science. The Associate in arts or the Associate in Science degree has the same requirements as those specified for the Associate degree in general. The intent of the Associate in Arts or the Associate in Science degree is that such a degree may be a terminal or a transfer award. The curriculum shall be comprised of a minimum of 50% in the specialty. At least 35% of the remaining courses shall be in the liberal arts. (This requirement applies to the minimum levels of 96 quarter, 64 semester, or 960 clock hours. Programs of longer duration shall not be required to increase the liberal arts component beyond these minimum requirements.)



STATE OF INDIANA

COMMISSION ON
PROPRIETARY EDUCATION

Claudia Braman,
Commissioner

302 West Washington Street
Room E201
Indianapolis, IN 46204-2767
<http://www.in.gov/cope>

December 11, 2008

JIM BISHOP PRESIDENT
BROWN MACKIE COLLEGE
3000 E COLISEUM BLVD
FORT WAYNE IN 46805

Dear Mr. Bishop:

The Indiana Commission on Proprietary Education is pleased to inform you that the Commission voted at its regularly scheduled meeting on Wednesday, December 10, 2008, to approve the formal request of the Brown Mackie College, Fort Wayne, Indiana to be granted the authority to award the following degree:

AS Office Management

However, the request for the authority to award the AS in Dietetics Technology and the AS in Health and Fitness Training were tabled until the next meeting scheduled for March 11, 2009. The school will decide prior to that date whether they will expand these programs and explain where and how they can articulate, or change the requests to reflect an associate of applied science degree designation.

This degree authority has been granted in accordance with 570 IAC 1-10.1 and is effective December 10, 2008.

This authority will expire on December 10, 2013. A formal review for renewal of the degree authority will occur prior to the expiration date.

We congratulate Brown Mackie College, Fort Wayne, Indiana on obtaining this authority and wish you success in accomplishing the program's objectives.

For the commission,


CLAUDIA BRAMAN

CB/jw

Action 12-10-08 Brown Mackie Fort Wayne



BROWN MACKIE COLLEGE
MERRILLVILLE™

Personal Attention, Professional Growth

February 16, 2009

Mr. Ross Miller
Indiana Commission on Proprietary Education
302 West Washington Street, Room E201
Indianapolis, IN 46204

Re: Degree Applications, Brown Mackie College - Merrillville
Associate of Science – Dietetic Technology
Associate of Science – Health and Fitness Training

Dear Mr. Miller:

Thank you for the opportunity to review our degree applications following input received at the Commission meeting on December 10, 2008. Attached to this correspondence, please find degree applications for awarding Associate of Science Degrees in Dietetic Technology and Health and Fitness Training.

The college is re-submitting these applications for consideration at the March 11, 2009 meeting. After careful review of our applications and the Indiana State Regulations regarding the awarding of the Associate of Science degree, both degree proposals specifically meet state requirements in these ways:

- Brown Mackie College - Merrillville is an accredited institution.
- The degrees will be awarded to students who have successfully completed a minimum of 96 quarter credit hours.
- The degrees are terminal and the curriculum is comprised of 54% coursework in the specialty and 46% of the coursework in general education and/or liberal arts.
- Students at Brown Mackie College - Merrillville who may wish to pursue a baccalaureate in a related field can do so in our bachelor's in Healthcare Management program.

Because our applications meet the requirements outlined in the Indiana Administrative Code, we respectfully request that these applications be placed on the agenda for the March meeting. Please contact me at your earliest convenience if any additional review of these applications is necessary.

Thank you for your help with this matter.

Sincerely,

Mark J. Palumbo
Dean of Academic Affairs

INDIANA COMMISSION
ON PROPRIETARY EDUCATION

FEB 19 2009

RECEIVED

**INDIANA COMMISSION ON
PROPRIETARY EDUCATION**

DEGREE APPLICATION
(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution Brown Mackie College - Fort Wayne

Name of Program Dietetics Technology

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AS

Name of Person Preparing this Form Jean L. Hitchcock

Telephone Number 260-481-4371 Application Type

Date the Form was Prepared 08/20/08 ☒ New ☐ Renewal

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

Program Mission Statement

Dietetics and Nutrition are rapidly growing fields with many diverse career opportunities. A Dietetic Technician can work in a variety of areas, including healthcare, education and research, sales, marketing and public relations.

After successfully completing the course of study, the graduate is qualified to work as a Dietetic Technician who will promote nutrition as a critical part of disease treatment and disease prevention. Major responsibilities of a Dietetic Technician include integrating nutrition services into clinical, home, community-based health and social networks. Our program meets the eligibility criteria of the Dietary Managers' Association to sit for certifying examinations in Certified Dietary Manager (CDM) and/or Certified Food Protection Professional (CFPP).

Proposed Program Outcomes

Graduates of the program will:

1. Assist dietitians or nutritionists in planning and supervising service operations.
2. Assess individual nutritional needs, diet restrictions and current health plan to develop and implement dietary-care plans and provide nutritional counseling.
3. Under the supervision of a dietitian, consult with physicians and health care personnel to determine nutritional needs and diet restrictions of patient or client.
4. Advise patients and their families on nutritional principles, dietary plans and diet modifications, and food selection and preparation.
5. Counsel individuals and groups on basic rules of good nutrition, healthy eating habits, and nutrition monitoring to improve their quality of life.
6. Monitor food service operations to ensure conformance to nutritional, safety, sanitation and quality standards.

Proposed Program Outcomes (cont'd)

7. Coordinate recipe development and standardization and develop new menus for food service operations.
8. Assist the dietitian with research in food, nutrition, food service systems and administrative functions.
9. Develop policies for food service or nutritional programs to assist in health promotion and disease control.
10. Supervise the preparation and serving of food.
11. Inspect meals served for conformance to prescribed diets and standards of palatability and appearance.
12. Develop curriculum and prepare manuals, visual aids, course outlines, and other materials used in teaching.
13. Prepare and administer budgets for Food Service operations.

II. PROGRAM STRUCTURE: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: Associate of Science Dietetics Technology

TOTAL COURSE HOURS: 96

Check one: Quarter Hours ☒
Semester Hours ☐

Clock Hours

LENGTH OF PROGRAM: 2 Years TUITION: \$235

Concentration

48 Quarter Credit Hours

FSM1100	Sanitation and Safety	4
FSM1210	Food Service Operations	4
FSM2210	Food Service Management	4
NUT1600	Nutrition Science	4
NUT1700	Nutrition in the Lifecycle	4
NUT1800	Community Nutrition	4
NUT2000	Menu Planning	4
NUT2101	Medical Nutrition Therapy I	4
NUT2102	Medical Nutrition Therapy II	4
NUT2200	Eating Behaviors Counseling	4
NUT2800	Advanced Nutrition	4
NUT2900	Externship in Dietetics Technology	4

Core Curriculum

48 Quarter Credit Hours

BA1250	Human Resources	4
CF1100	Professional Development	4
CM1200	Effective Public Speaking*	4
EN1101	Composition I *	4
EN1102	Composition II*	4
EN2000	Introduction to Literature*	4
MC1150	Introduction to Microcomputer Apps.	4

ME1110	Medical Terminology	4
MT1800	College Algebra*	4
PS1200	Introduction to Psychology*	4
SC2200	General Biology	4
SO1200	Introduction to Sociology*	4

Total quarter credit hours required

96

* Indicates a general education course

Number of Credit/Clock Hrs. in Specialty: 48 / Percentage: 50%

Number of Credit/Clock Hrs. in General Courses: 48 / Percentage: 50%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts: / Percentage:
 /

III. LIBRARY: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

a. LOCATION:

The library is located on the first floor of the College on the north side of the building.

b. HOURS:

Monday: 8:00 a.m. to 10:00 p.m.

Tuesday: 8:00 a.m. to 10:00 p.m.

Wednesday: 8:00 a.m. to 10:00 p.m.

Thursday: 8:00 a.m. to 10:00 p.m.

Friday: 8:00 a.m. to 5:00 p.m.

Saturday: 9:00 am – 1:00 pm

Sunday: Closed

c. STAFF:

The library consists of two full-time employees and one part-time assistant. The two full time employees hold Master of Library Science (MLS) degrees.

2. Number of volumes of professional material:

The College's library has a total of 3,171 titles.

3. Number of professional periodicals subscribed to:

Current subscriptions number 26.

4. Other library facilities in close geographical proximity for student access:

1. Allen County Public Library: The Allen County Public Library is a public facility located in the heart of Fort Wayne approximately three (3) miles west of the Brown Mackie College - Fort Wayne Campus. The Library has one main campus and nine in-city branches. Four other branches are located in smaller, surrounding communities. All branches are within 12 miles of the Brown Mackie College - Fort Wayne Campus. Allen County residents may obtain a free library card. Non-residents may also obtain a card by paying a fee.

2. Helmke Library: The Helmke Library is a part of the Indiana-Purdue Regional Campus located in Fort Wayne, Indiana. Helmke Library is located approximately one (1) mile from the Brown Mackie College - Fort Wayne Campus. Any Indiana resident may check out two books per subject with a valid ID card.

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

IV. FACULTY: Attach completed Instructor's Qualification Record for each instructor.
**** Include** all required documentation pertaining to the qualifications of each instructor.

Total # of Faculty in the Program: 15 **Full-time:** 10 **Part-time:** 5

Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check one:	
					Full- time	Part- time
Carmona, Melissa	MSN	17	3	0	X	
Cobb, Gary	BS	21	4	15	X	
Flohr, Michael	JD	6	5	0	X	
Goshorn, Bradley	BS	5	1	5		X
James, Mary Ann	MBA	5	5	2	X	
Kirchner, Dennis	MS	21	3	4	X	
Koop, Sue	MSN	28	1	23	X	
Marki, Lee	MSN	27	2	1	X	
Miller, Bradley	BS	26	5	0		X
Morken, Karen	BSN	9	1	0	X	
Petty, Eric	MBA	10	1	0		X
Putnam, Bart	MS	8	3	3	X	
Rehm, Jeff	MBA	18	3	0		X
Williamson, Vince	BA	8	7	1		X
Young, Robert	MS	37	5	32	X	

**INDIANA COMMISSION ON
PROPRIETARY EDUCATION**

DEGREE APPLICATION
(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution Brown Mackie College – Fort Wayne

Name of Program Health and Fitness Training

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AS

Name of Person Preparing this Form Jean Hitchcock

Telephone Number 260-481-4371 Application Type

Date the Form was Prepared October 9, 2008 ☒ New ☐ Renewal

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

This associate degree program provides students with skills and knowledge to gain an entry-level position in the health, fitness, and wellness or the recreation industry. Graduates will be qualified to assess health and fitness levels, design, implement, and promote safe effective exercise programs for various populations, screen clients for contraindications to exercise and sit for national certification exams.

Program Outcomes:

- Understand the natural sciences informing the study of an allied health program.
- Demonstrate an ability to teach appropriate modifications in specific exercises for most populations.
- Employ relevant regulatory, organizational and professional rules and standards associated with a health and fitness business environment.
- Conduct themselves as ethical professionals in the field of study, exhibiting sound reasoning and effective communication in an increasingly diverse world.

II. PROGRAM STRUCTURE: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: Associate of Science: Health and Fitness Training

TOTAL COURSE HOURS: 96 Check one: Quarter Hours ☒

Check one: Quarter Hours ☒

Semester Hours

Clock Hours ☐

LENGTH OF PROGRAM: 24 months TUITION: \$235 (general fees \$15)

TUITION: \$235 (general fees \$15)

SPECIALTY COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
BA1300	Small Business Management	4
FEX1100	Introduction to Health and Fitness	4
FEX2250	Exercise Psychology	4
FEX2350	Exercise Physiology	4
FEX2900	Health and Fitness Training Externship	4
FEX2500	Fitness Assessment and Exercise Prescription - Health	4
FEX2600	Fitness Assessment and Exercise Prescription - Sports	4
HC1361	Human Diseases	4
HSC1310	Kinesiology	4
ME1351	Anatomy & Physiology I	4
ME1352	Anatomy & Physiology II	4
NUT1600	Nutrition	4

GENERAL EDUCATION / LIBERAL ARTS COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
BI1850	Environmental Science	4
CF1100	Professional Development	4
CM1200	Effective Public Speaking	4
EN1101	Composition I	4
EN1102	Composition II	4
EN1200	Business Communications	4
EN2000	Introduction to Literature	4
MC1150	Introduction to Microcomputer Applications	4

<u>ME1110</u>	<u>Medical Terminology</u>	<u>4</u>
<u>MT1800</u>	<u>College Algebra</u>	<u>4</u>
<u>PS1200</u>	<u>Principles of Psychology</u>	<u>4</u>
<u>SO1200</u>	<u>Principles of Sociology</u>	<u>4</u>

Number of Credit/Quarter Hrs. in Specialty: 48 / 96 Percentage: 50%

Number of Credit/Quarter Hrs. in General Courses: 48 / 96 Percentage: 50%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts: / Percentage:

III. LIBRARY: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

a. LOCATION:

The library is located on the first floor of the College on the north side of the building.

b. HOURS:

Monday: 8:00 a.m. to 10:00 p.m.

Tuesday: 8:00 a.m. to 10:00 p.m.

Wednesday: 8:00 a.m. to 10:00 p.m.

Thursday: 8:00 a.m. to 10:00 p.m.

Friday: 8:00 a.m. to 5:00 p.m.

Saturday: 9:00 a.m. to 1:00 p.m.

Sunday: Closed

c. STAFF:

The library consists of two full-time employees and one part-time assistant. The two full time employees hold Master of Library Science (MLS) degrees.

2. Number of volumes of professional material:

The College's library has a total of 3,171 titles. This figure includes newspapers, texts, books, and periodicals.

3. Number of professional periodicals subscribed to:

Current subscriptions number 26.

4. Other library facilities in close geographical proximity for student access:

1. Helmke Library: The Helmke Library is a part of the Indiana-Purdue Regional Campus located in Fort Wayne, Indiana. Helmke Library is located approximately one (1) mile from the Brown Mackie College – Fort Wayne Campus. Any Indiana resident may check out two books per subject with a valid ID card.

2. Allen County Public Library: The Allen County Public Library is a public facility located in the heart of Fort Wayne approximately three (3) miles west of the Brown Mackie College – Fort Wayne Campus. The Library has one main campus and nine in-city branches. Four other branches are located in smaller, surrounding communities. All branches are within 12 miles of the Brown Mackie College – Fort Wayne Campus. Allen County residents may obtain a free library card. Non-residents may also obtain a card by paying a fee.

If you have any questions pertaining to the required standards for degree granting

approval, please refer to 570 IAC 10.

IV. FACULTY: Attach completed Instructor's Qualification Record for each instructor.

**** Include all required documentation pertaining to the qualifications of each instructor.**

Total # of Faculty in the Program: 20 **Full-time:** 14 **Part-time:** 6

Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check one:	
					Full- time	Part- time
Carmona, Melissa	MSN	17	3	0	X	
Clark, LaNiece	AAS	8	5	0	X	
Cobb, Gary	BS	21	4	15	X	
Disheaux, Shane	AAS	3	1	0		X
Flohr, Michael	JD	6	5	0	X	
Gordon, Jamey	PhD	13	1		X	
Goshorn, Bradley	BS	5	1	5		X
Haak, Angela	AS	4	1	0	X	
James, MaryAnn	MBA	5	5	2	X	
Kirchner, Dennis	MS	21	3	4	X	
Koop, Sue	MSN	28	1	23	X	
Lucas, Paul	AAS	5	4	0	X	
Marki, Lee	MSN	27	2	1	X	
Miller, Bradley	BS	26	5	0		X
Morken, Karen	BSN	9	1	0	X	
Petty, Eric	MBA	10	1	0		X
Putnam, Bart	MS	8	3	3	X	
Rehm, Jeff	MBA	18	3	0		X
Williamson, Vince	BA	8	7	1		X
Young, Robert	MS	37	5	32	X	

**INDIANA COMMISSION ON
PROPRIETARY EDUCATION**

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include all training/education applicable to current teaching assignments. This form will not be processed unless all supportive documentation required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

NAME: Clark LaNiece Ann
 (Last) **(First)** **(Middle)**

NAME OF INSTITUTION: Brown Mackie College - Fort Wayne

Names of Courses Taught:

OT 1000 Introduction to Occupational Therapy	OT 1900 Adaptive Living Skills
OT 1110 Neuromuscular Anatomy	OT 1950 Physical Rehabilitation
OT 1140 Media	OT 2455 Interventions In Geriatrics
OT 1160 Musculoskeletal Anatomy	OT 2460 Group Interventions
OT 1170 Structural Kinesiology	
OT 1451 neurological Dysfunction	
OT 1700 Assessment of Function	

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Michiana College	Fort Wayne, IN	AAS: Occupational Therapy Assistant	1998	2000
Argosy University	Online	BA: Psychology	2007	Present
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne	Instructor	2004	present
Bethlehem Woods	Fort Wayne, IN	Occupational Therapy Practitioner- Long Term	2003	2003
Heritage Park	Fort Wayne, IN	Occupational Therapy Practitioner-Long Term	2000	2003

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: Brown Mackie College – Ft Wayne

Professional Development

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Indiana Institute of Technology	Fort Wayne, IN	BS: Recreation Management	1976	1981
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Instructor	2004	present
Indiana Institute of Technology	Fort Wayne, IN	Instructor	1989	2003

**INDIANA COMMISSION ON
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INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include all training/education applicable to current teaching assignments. This form will not be processed unless all supportive documentation required for review has been attached with this form (i.e., **transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.**)

Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

NAME: Gordon Jamey Christopher
 (Last) **(First)** **(Middle)**

NAME OF INSTITUTION: Brown Mackie College – Fort Wayne

Names of Courses Taught:

Anatomy & Physiology I

Anatomy & Physiology II

Human Anatomy – Manchester College

Biomechanics of Human Movement – Manchester College

Therapeutic Modalities – Manchester College

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Wash.U. School of Medicine PT Program	St. Louis, MO	PhD: Physical Therapy	2004	2007
Wash.U. School of Medicine PT Program	St. Louis, MO	MS: Physical Therapy	1995	1997
Manchester College	N.Manchester, IN	BS: Exercise Science & Athletic Training	1991	1995
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College – Fort Wayne	Fort Wayne, IN	Dept Chair PTA Program, Instructor	8/08	present
Manchester College	N. Manchester, IN	Adjunct Professor	1/02	5/04
Continuing Education Presenter	Continental USA	Presentations given to healthcare professionals	10/03	present

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: Brown Mackie College – Fort Wayne

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Purdue University	Fort Wayne, IN	MS: Molecular Biology	2005	current
University of St. Francis	Fort Wayne, IN	BS: Chemistry/Mathematics	2001	2005
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Instructor	2007	present
IPFW	Fort Wayne, IN	Lab Instructor	2005	present
University of St. Francis	Fort Wayne, IN	Tutor of Math and Science	2003	2005

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: Brown Mackie College - Fort Wayne

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
IPFW	Fort Wayne, IN	MBA: Business Administration	1993	1999
Purdue Univ	Fort Wayne, IN	BS: Personnel Administration	1984	1988
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
IPFW	Fort Wayne, IN	Instructor	2004	present
Brown Mackie College	Fort Wayne, IN	Instructor	2003	present
Whitley County Consolidated Schools	Columbia City, IN	Teacher	2002	2003

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
St. Francis University	Fort Wayne, IN	MS: Psychology	1987	1989
Cedarville College	Cedarville, OH	BA: Business Administration	1964	1968
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Instructor	2005	present
Psychotherapist - self-employed	Fort Wayne, IN	Counsel clients, diagnose, and facilitate groups	1987	present
Ivy Tech State College	Fort Wayne, IN	Professor	2000	2004

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: Brown Mackie College – Fort Wayne

Instructions: Include all training/education applicable to current teaching assignments. This form will not be processed unless all supportive documentation required for review has been attached with this form (i.e., **transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.**)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

NAME OF INSTITUTION: Brown Mackie College – Fort Wayne

Diagnostic Coding	Procedural Coding
Clinical Procedures I	Medical Administrative Procedures
Clinical Procedures II	Medical Ethics
Urinalysis & Microbiology	Medical Math & Calculations
Phlebotomy & Hematology	Advanced Medical Terminology
Pharmacology	Medical Terminology
Anatomy & Physiology 1 & 2	OTA Anatomy & Physiology
Neuromuscular Anatomy	

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Practical Nursing (Diploma-June, 2006)	2005	present
Michiana College	Fort Wayne, IN	AAS- Medical Assisting	2001	2003
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Full Time Faculty	2005	present
Parkview Hospital (CMA)	Fort Wayne, IN	Patient care-injections-administrative	2003	10/2006

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME:	Marki	Lee	K
	(Last)	(First)	(Middle)

Names of Courses Taught:

Needs of the Pediatric Client

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
University of Missouri	Columbia, MO	MSN: Nursing	1983	1993
IPFW	Fort Wayne, IN	BSN: Nursing	1977	1981
Lutheran Hospital	Milwaukee, WI	ASN: Nursing	1964	1967
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Lead Instructor	2007	present
Parkview Hospital	Fort Wayne, IN	Staff manager, director, clinical coordinator	2001	2004
St. Luke's Hospital	Milwaukee, WI	Director women's services	1992	2001
Parkview Hospital	Fort Wayne, IN	Staff manager, director, clinical coordinator	1981	1988

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME:	Miller	Bradley	W
	(Last)	(First)	(Middle)

Names of Courses Taught:

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Indiana State University	Terre Haute, IN	BS: Mathematics	1974	1977
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Instructor	2007	present
Lincoln National	Fort Wayne, IN	Application programming, developed systems	1987	present
Programmer Analyst	Indianapolis, IN	Wrote specifications and codes, tested systems	1981	1987

**INDIANA COMMISSION ON
PROPRIETARY EDUCATION**

INSTRUCTOR'S QUALIFICATION RECORD

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Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

NAME: Morken Karen M
 (Last) (First) (Middle)

NAME OF INSTITUTION: Brown Mackie College – Fort Wayne

Names of Courses Taught:

Anatomy & Physiology II

Musculoskeletal and Protective Health Problems

Needs of the Pediatric Client

Needs of the Older Adult

Anatomy & Physiology I

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
University of St. Francis	Fort Wayne, IN	ASN: Nursing	1993	1995
IPFW	Fort Wayne, IN	BS: Supervision	1981	1987
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Instructor	2007	present
Lutheran Hospital	Fort Wayne, IN	Adult medical/neurological	2004	2006
Lutheran Hospital	Fort Wayne, IN	Pre Post-op	2001	2002
Lutheran Hospital	Fort Wayne, IN	Neonatal/ Pediatric	1996	2001

**INDIANA COMMISSION ON
PROPRIETARY EDUCATION**

INSTRUCTOR'S QUALIFICATION RECORD

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Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

NAME: Putnam Bart J
 (Last) **(First)** **(Middle)**

NAME OF INSTITUTION: Brown Mackie College – Fort Wayne

Names of Courses Taught:

Introduction to Microcomputers

Word Processing

Spreadsheets

Professional Presentation Techniques

Introduction to Business

College Mathematics

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Ferris State University	Big Rapids, MI	MS: Information Systems Management	1998	1999
Desales University	Center Valley, PA	BS: Business Management	1991	1993
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Instructor	2005	present
Delta College Corporate Service	Saginaw, MI	Instructed courses in Microsoft Office	2003	2006
Davenport University	Midland, MI	Instructed in Microsoft Office, PCs	2001	2004
Smiths Aerospace	Grand Rapids, MI	Corporate IT Dept.	1999	2001

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: Brown Mackie College

Introduction to Business
Introduction to Microcomputer Applications
Small Business Management
Spreadsheets I
Word Processing I

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Bradley University	Peoria, IL	MBA: Business Administration	1976	1979
Bradley University	Peoria, IL	BS: Business Administration	1970	1974
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Instructor	2005	present
Rea Magnet Wire	Fort Wayne, IN	MIS Manager	1990	2000

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Indiana University	Fort Wayne, IN	Indiana State Teaching Certificate	1997	2001
Purdue University	Fort Wayne, IN	BA: Psychology	1990	1995
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Instructor	2002	present
East Allen County Schools	Fort Wayne, IN	Teacher (substitute)	1999	2000

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
University of St. Francis	Fort Wayne, IN	MS: English	1974	1976
Indiana University	Fort Wayne, IN	BA: English	1966	1971
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Instructor	2007	present
Brown Mackie College	Fort Wayne, IN	Department Chair	2003	2007
Harding High School	Fort Wayne, IN	English Instructor	1978	2000

**INDIANA COMMISSION ON
PROPRIETARY EDUCATION**

DEGREE APPLICATION

(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution Brown Mackie College - Merrillville Campus

Name of Program Dietetics Technology

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AS

Name of Person Preparing this Form Mark J. Palumbo

Telephone Number 219-381-2223 Application Type

Date the Form was Prepared 2/16/2009 ☒ New ☐ Renewal

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

Associate of Science Degree: Dietetics Technology :

The Associate of Science Degree in Dietetics Technology is designed to enable the student to work in either the healthcare, education and research, sales, marketing and public relations. After completing the course of study, the graduate is qualified to work as a Dietetic Technician who wil promote nutirition as a critical part of disease treatment and disease prevention. Major responsibilites of a Dietetic Technician include integrating nutrition services into clinical, home, community-based health and social networks. Our program meets the eligibility criteria of the Dietary Managers Association to sit for certifying examinations in Certified Dietary Manager (CDM) and or Certified Food Protection Professional (CFPP).

Graduates of the program will be able to:

- * Assist dieticians or nutritionists in planning and supervising service operations.
- * Assess individual nutritional needs, diet restrictions and current health plan to develop and implement dietary care plans and provide nutritional couseing.
- * Under the supervision of a dietician, consult with physicians and healthcare personnel to determine nutritional needs and diet restricitons of patient or client.
- * Advise patients and their families on nutritional principles, dietary plans and diet modifications.

and food selection and presentation.

* Counsel individuals and groups on basic rules of good nutrition, healthy eating habits, and nutrition monitoring to improve their quality of life.

* Monitor food service operations to ensure conformance to nutritional, safety, sanitation and quality standards.

* Coordinate recipe development and standardization and develop new menus for food service operations.

* Assist the dietitian with research in food nutrition, food service systems and administrative functions.

II. PROGRAM STRUCTURE: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: Dietetics Technology

TOTAL COURSE HOURS: 96 Check one: Quarter Hours ☒ ☐

Semester Hours

Clock Hours

LENGTH OF PROGRAM: 24 months TUITION: \$22,560.00

SPECIALTY COURSES:

[illegible]

SPECIALTY COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>

GENERAL EDUCATION / LIBERAL ARTS COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
MC 1150	Introduction to Microcomputer Applications	4
CF 1100	Professional Development	4
SC 2200	General Biology	4
EN 1101	Composition I	4
MT 1800	College Algebra	4
EN 1102	Composition II	4
BA 1250	Human Resources	4
EN 2000	Introduction to Literature	4
PS 1200	Principles of Psychology	4
CM 1200	Effective Public Speaking	4
SO 1200	Principles to Sociology	4

Number of Credit/Clock Hrs. in Specialty: _____ / 56 Percentage: _____
Number of Credit/Clock Hrs. in General Courses: _____ / 44 Percentage: _____

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts: _____ / _____ 0 Percentage: _____

III. LIBRARY: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

The Library is located on the college campus.

Hours of operation are as follows

Monday through Thursday 8AM - to 10PM

Fridays 8AM to 5PM

Saturdays 8AM to 1 PM

We have a Full time Librarian and 1 part-time workstudy:

Judy Hickman - Full Time Librarian

2. Number of volumes of professional material:

2,782

3. Number of professional periodicals subscribed to:

46

4. Other library facilities in close geographical proximity for student access:

There are a number of both Public and Collegiate/University libraries available,if needed, by our students.

Lake County Public Library - Merrillville Indiana

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

Doc.: degreappform.doc

**** Include all required documentation pertaining to the qualifications of each instructor.**

Total # of Faculty in the Program: 11 **Full-time:** 1 **Part-time:** 10

Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

[illegible]

INDIANA COMMISSION ON
PROPRIETARY EDUCATION

DEGREE APPLICATION

(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution Brown Mackie College - Merrillville Campus

Name of Program Health and Fitness Training Program

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AS

Name of Person Preparing this Form Mark J. Palumbo

Telephone Number 219-381-2223 Application Type

Date the Form was Prepared 2/16/09 ☒ New ☐ Renewal

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

Associate of Science Degree: Health and Fitness Training Program:

The Associate of Science Degree in Health and Fitness Training Program provides students with skills and knowledge to gain an entry- level position in the health, fitness, and wellness or the recreation industry. The program outcomes are the following:

- * Understand the natural sciences informing the study of an allied health program.
- * Demonstrate an ability to teach appropriate modifications in specific exercises for most populations.
- * Employ relevant regulatory, organizational and professional rules and standards associated with a health and fitness business environment.
- * Conduct themselves as ethical professionals in the field of study, exhibiting sound reasoning and effective communication in an increasingly diverse world.

Graduates of the program will be able to:

- * To assess health and fitness levels.
- * To design, implament, and promote safe effective exercise programs for various populations.
- * To screen clients for contraindications to exercise and sit for national certification exams.

II. PROGRAM STRUCTURE: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: Health and Fitness Training Program

TOTAL COURSE HOURS: 96 Check one: Quarter Hours ☒ ☐

Semester Hours

Clock Hours

LENGTH OF PROGRAM: 24 months TUITION: \$22,560.00

SPECIALTY COURSES:

[illegible]

SPECIALTY COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>

GENERAL EDUCATION / LIBERAL ARTS COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
MC 1150	Introduction to Microcomputer Applications	4
CF 1100	Professional Development	4
EN1200	Business Communications	4
EN 1101	Composition I	4
MT 1800	College Algebra	4
EN 1102	Composition II	4
BA1300	Small Business Management	4
EN 2000	Introduction to Literature	4
PS 1200	Principles of Psychology	4
CM 1200	Effective Public Speaking	4
SO 1200	Introduction to Sociology	4

Number of Credit/Clock Hrs. in Specialty: _____ / 54 Percentage: _____
Number of Credit/Clock Hrs. in General Courses: _____ / 46 Percentage: _____

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts: _____ / _____ O _____ Percentage: _____

III. LIBRARY: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

The Library is located on the college campus.

Hours of operation are the following:

Monday through Thursday 8AM - to 10PM

Fridays 8AM to 5PM

Saturdays 8AM to 1 PM

We have a Full time Librarian and 1 partime workstudy:

Judy Hickman - Full Time Librarian

2. Number of volumes of professional material:

2,782

3. Number of professional periodicals subscribed to:

46

4. Other library facilities in close geographical proximity for student access:

There are a number of both Public and Collegiate/University libraries available if needed by our students.

Lake County Public Library - Merrillville Indiana

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

Doc.: degreappform.doc

**** Include all required documentation pertaining to the qualifications of each instructor.**

Total # of Faculty in the Program: 11 **Full-time:** 1 **Part-time:** 10

Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

[illegible]

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: Brown Mackie College - Merrillville

Professional Development

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Indiana Unversity Northwest	Gary, Indiana	MSEd, Education	1999	2003
Indiana University Northwest	Gary, Indiana	BSEd, Education	1992	1997
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
1 st Grade Teacher	Benjamin Franklin Elementary School	Taught daily lessons in all areas of curriculum	9/98	present
7 th Grade Teacher	St. Stanislaus School	Taught daily lessons in all areas of curriculum	8/97	6/98
Student Teacher	Brummitt Elementary	Taught daily lessons in all areas of curriculum	1/97	4/97

**INDIANA COMMISSION ON
PROPRIETARY EDUCATION**

INSTRUCTOR'S QUALIFICATION RECORD

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Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

NAME: Ballard Keith Andre
 (Last) (First) (Middle)

NAME OF INSTITUTION: Brown Mackie College - Merrillville

Names of Courses Taught:

Human Resources

Principles of Management

Principles of Psychology

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Purdue University	West Lafayette, IN	Organizational Behavior & Human Resource Mgmt.	1998	2000
University of Illinois at Urbana Champaign	Urbana, IL	Psychology	1994	1998
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College-Merrillville	Merrillville IN	Adjunct Professor	2007	Present
Chicago Public Schools	Chicago IL	Substitute Teacher	2006	Present
Club Z	Chicago IL	Tutor	2006	2007
Homewood Public Schools	Homewood IL	Substitute Teacher	2001	2005

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: Brown Mackie College - Merrillville

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: Brown Mackie College - Merrillville

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: Brown Mackie College - Merrillville

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: Brown Mackie College - Merrillville

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Chicago State University	Chicago, Illinois	BS, Mathematics	1975	2000
Keller Graduate School of Management	Merrillville, Indiana	MBA, Human Resources	2004	2008
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
East Chicago Public Schools	East Chicago, Indiana	Substitute teaching at all levels	2006	2007
Academy of Scholastic Achievement	Case Manager	Counseling	2002	2006
Marcy Newberry Association	Program Director	Managed Child Care Facility	1991	2002

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Valparaiso University	Valparaiso, IN	MA, Counseling	1997	1998
Valparaiso University	Valparaiso, IN	BS, Home Economics	1980	1984
Ivy Tech	Valpraiso, IN	Technical Certificate, Medical Assistant	1978	1979
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Gary Community School Corporation	Gary, IN	Teaches Advanced and Regular Chemistry	8/97	present

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: Brown Mackie College - Merrillville

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Calumet College	Whiting, IN	MS, Law Enforcement Administration	2003	2005
Indiana University	Bloomington, IN	BA, Criminal Justice	1984	1987
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Hammond Public Schools	Hammond, IN	All subjects K-12	2005	present
Edgewater Systems	Gary, IN	Counseling, Advocacy	2003	2005
Swanson Center of Mental Health		Counseling/ Case Management	2002	2003

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: Brown Mackie Collegem - Merrillville

Introduction to Microcomputer Applications

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Purdue University	West Lafayette, IN	BA in Elementary Education	1969	1973
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College-Merrillville	Merrillville IN	Adjunct Professor	2006	Present
Workfoce Development Service Inc.	Crown Point, IN	Lab Tech Instructor	2001	2005
Compu-Train	Merrillville, IN	Computer Instructor	1997	2002

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME:	Kristanna	E
(Last)	(First)	(Middle)

Names of Courses Taught:

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
DePaul University College of Law	Chicago, IL	JD, May 2006	2003	2006
DePaul University	Chicago, IL	BA, June 2003	1999	2003
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Guest Lecturer	Purdue University Calumet	Lecture: Patriot Act	2008	
Volunteer Legal Support	Save the Dunes Campaign	Pro-Bono Legal Services	2007	
Law Clerk	Attorney's Title Guaranty Fund	Law Clerk	2005	2006

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: Brown Mackie College - Merrillville

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: Brown Mackie College - Merrillville